

**New Jersey Department of Transportation**  
**CORRECTIVE ACTION NOTICE**

**QUALITY MANAGEMENT SERVICES**

**Manager: Brian Strizki**

**Telephone: (609) 530-6363**

**CAN No. CAN050**

**Approved: B. Strizki**  
**Date: October 26, 2001**

**Subject:** Security Measures for Field Work

**Bureau(s) Affected:** All NJDOT Offices and NJDOT Consultants Involved in Field Work

**Description of Issue(s):**

In addition to the increased security measures in place at NJDOT Headquarters and Regional facilities, it is necessary to address the issue of security for **all personnel** who perform the various types of field duties associated with NJDOT projects.

**Corrective Action Plan:**

There are many instances that require NJDOT personnel, and individuals under contract with the NJDOT (e.g. consultants) to perform field work in association with various projects. The field work may be on State highways or county/local roads, or in some cases may be off-site from the roadway system. This field work may include, but is not limited to the following types of activities:

- Survey Work
- Field Verifications
- Site Reviews
- Bridge Inspections
- Right of Way Related Activities
- Community Relations Activities
- Construction Activities
- Environmental Work
- Other Design or Construction Associated Activities

Any individual or group involved in any of the above activities are required to have the following in their possession:

1. A **Picture Identification Badge** issued by their employer
2. A **Written Work Order** issued by their employer indicating the nature of the work to be performed along with the name and phone number of a supervisor or manager working for the same employer who can verify the need of their presence to police or other authorities. For NJDOT employees, the written work order should be issued by the employee's immediate supervisor.

Observing these increased security measures will help to ensure public safety. These requirements will remain in effect indefinitely.

**Implementation: *Immediately***